

February 22, 1993

**GMP #17**

MEMORANDUM

TO: District Directors  
Environmental Health Managers  
Environmental Health Supervisors  
Environmental Health Project Managers

THROUGH: Robert W. Hicks, Director  
Office of Environmental Health Services

FROM: David D. Effert, Technical Services Chief  
Division of Onsite Sewage and Water Services

SUBJECT: Plan Review and Evaluation Process for Type II and Type III Onsite  
Wastewater Treatment Systems

Attached is the strategy for an effective plan review process for Type II and Type III onsite wastewater treatment systems. This strategy was developed to clarify responsibilities with respect to the review of plans and specifications for onsite wastewater treatment systems.

The goal of this strategy is to evaluate Type II and Type III system plans and specifications at the level of authority closest to the authority which issues the construction permit. It is realized, however, that there is not sufficient expertise at the local level to conduct a complete review of all projects. The attached strategy details the responsibility of the local reviewer, and it specifies where the project can be forwarded if additional review is necessary. The strategy also specifies the type of information which must be provided if a project is to be forwarded for review. To assist the local reviewer, a "plan review list", and a "plan review sheet" have been provided.

Plan Review and Evaluation Process for Type II and Type III Onsite Wastewater Treatment Systems  
Page 2  
February 22, 1993

The plan review strategy was developed within the Division of Onsite Sewage and Water Services with review by the Office of Water Programs. The Office of Water Programs is an integral part of the plan review process for Type II and Type III wastewater treatment systems when additional review of a project is required. The responsibilities of the Environmental Engineering Field Office of Water Programs and the Division of Onsite Sewage and Water Services is clearly addressed in the attached plan review strategy.

The local environmental health specialist is responsible for the review of the site, and the issuance of a construction permit. This Plan Review and Evaluation Process outlines the proper procedure so the environmental health specialist can be assisted in the technical review of the design. A schematic flow diagram has been provided to graphically show how the review process is to proceed.

If you have any questions about this plan review process, please contact David Effert, Technical Services Chief, at 804)786-1750.

Attachment

**GMP #17**  
**Sewage - Onsite - Plan Review**

cc: DOSWS Staff  
Contract Soil Scientists  
Cal Sawyer, Ph.D.